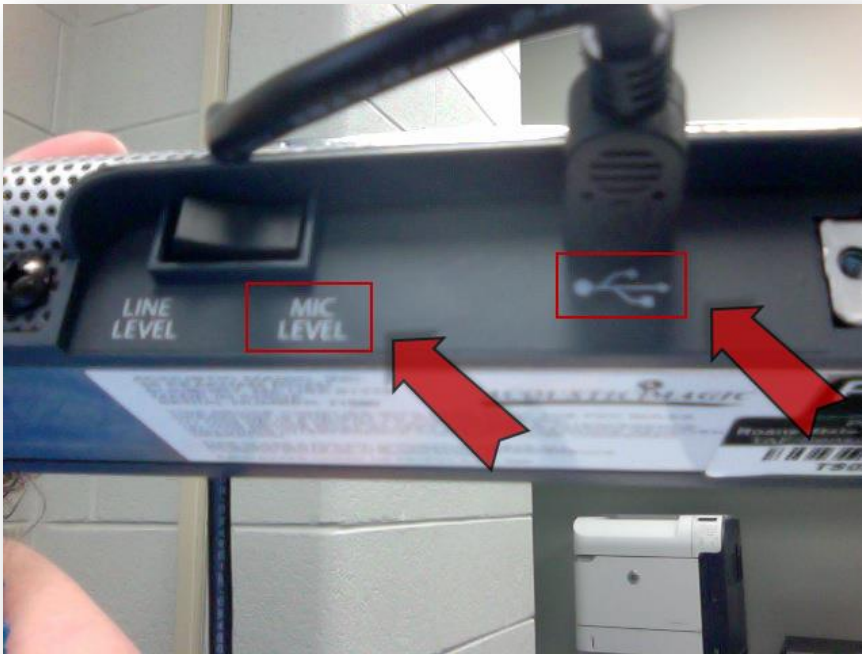


Setting up the Voice Tracker II

MIC LEVEL – Make sure the switch is set to mic level

USB – USB cable is connected



Audio Out – Make sure the 1/8" audio jack is connected



Connect to computer ports – USB and Audio cable are connected.



Steady Green Light – The light is a visual representation that your mic is ready.



****If the green lights are flashing, click the mute button to reset the microphone until you just have the green steady light****

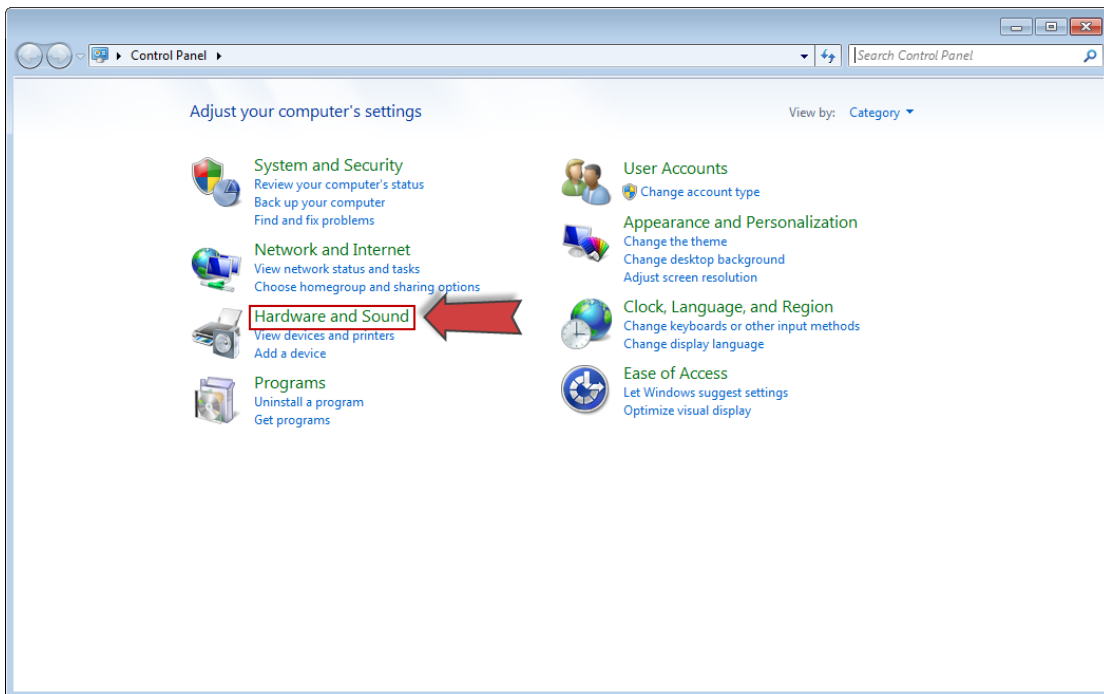


How to Check your Audio Settings in Windows 7

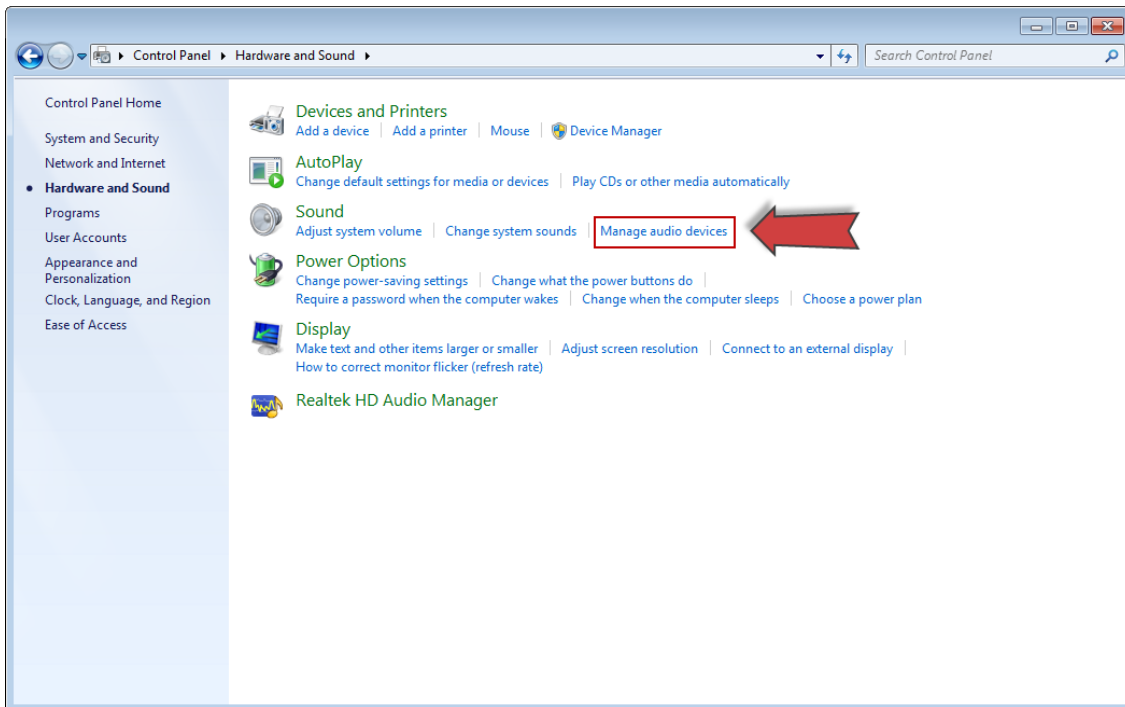
1. Go to the Start button, Control Panel



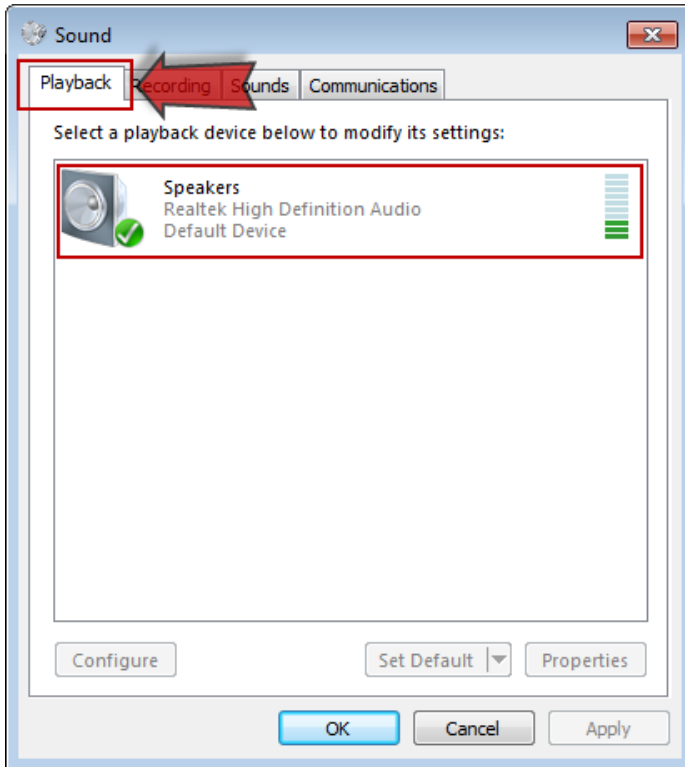
2. Click on Hardware and Sound.



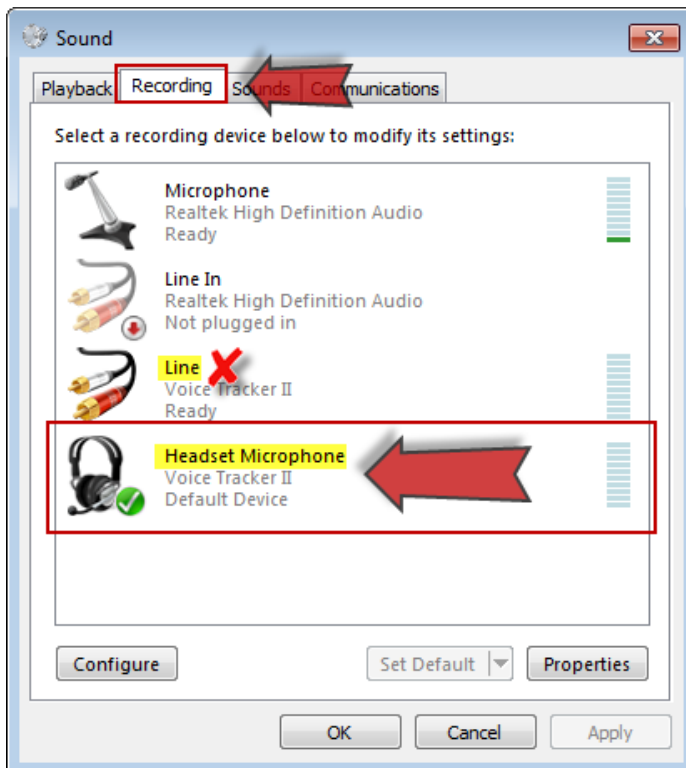
3. Click on Manage audio devices



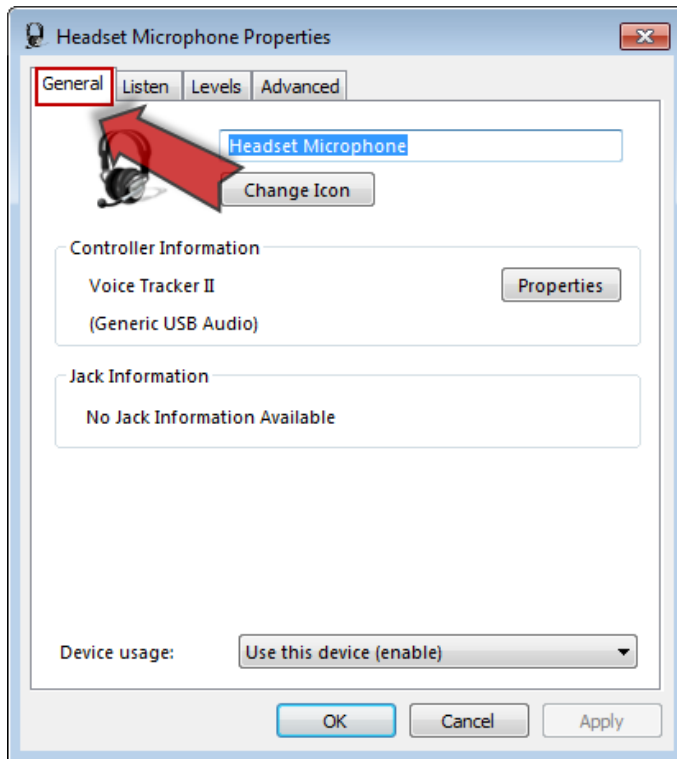
- A new window pops up. Notice you are on the Playback tab. It should be set to playback on the classroom speakers.



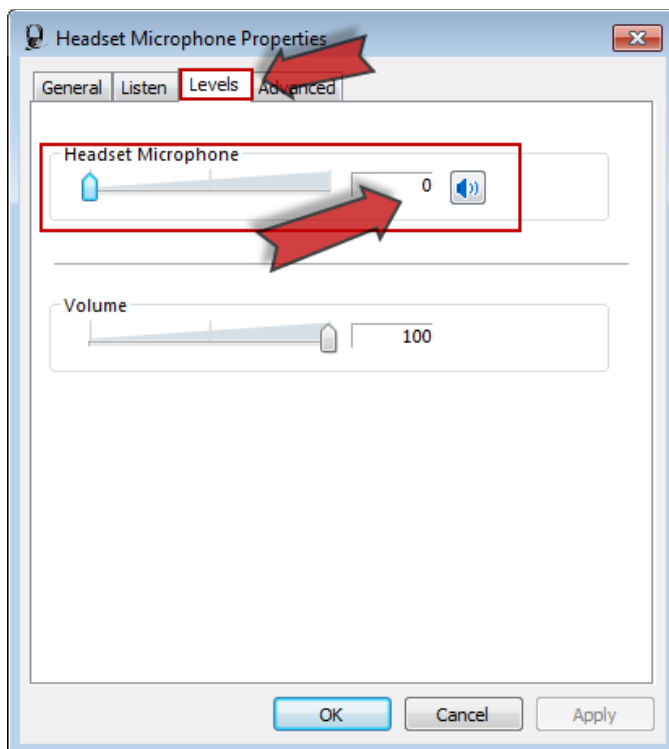
- Move from the Playback tab to the Recording tab and make sure your Voice Tracker II Microphone is set as the default device, not Line. Note: The switch on the back of the microphone (Mic Level) and in the Control Panel (Headset Microphone) must match.



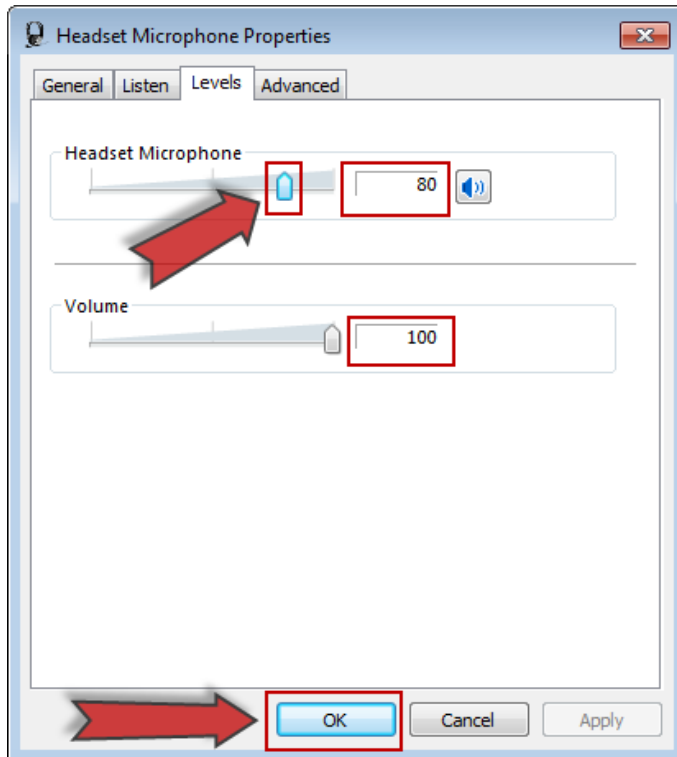
6. Make noise to make sure the microphone is picking up your audio. If the green bar doesn't move that means it can't hear you. Double click the Headset Microphone, Voice Tracker II. A new window will open up. You will be on the General tab.



7. Move over to the Levels tab. Check that both the Headset Microphone and Volume levels are high enough. Sometimes the volume gets dropped down to zero.



8. If the levels are set too low or to zero, just grab the slider and drag it so that both levels are set to between 80 to 100. Then click OK when you're done.



9. Now you should see the green bar move on your default Voice Tracker II Microphone. Click OK. You are now ready to run the audio set up wizard in Adobe Connect.

